

Tyngsborough Sewer Commission
Meeting Minutes
July 24, 2014 6:00 pm
Location: Tyngsborough Town Hall, Inspectional Dept.

Commissioners Attending: Jeff Hannaford (JH), Fred Perrault (FP) Brian Martin (BM) [arrived at 6:25pm]
Also Attending: Caryn DeCarteret, Administrator, Paul Provencher, Assistant Superintendent
Rosemary Blacquier, Ken Carlson & Jack Troidl, Woodard & Curran
Corey Lambert, Selectman, Burt Buchman, Finance Committee

Call to Order The meeting was called to order by Jeff Hannaford at 6:12 PM.

Item 1) Citizen's Time None

Item 2) 422 Middlesex Road Mark Greenbaum, Co owner of a 24 contiguous upland dry acre parcel located behind Olive Garden they are looking to sell.

- Discussion regarding:
- Possibility of connecting.
- Negotiations with Nashua for capacity.
- Nashua plant at 80% capacity, will need to do a study to re-rate the plant.
- Olive Garden's repairs their system.
- TJ Maxx Plaza on site system and their need for connection.
- Route 3 South exit negotiations.
- Alternate routes for Phase II: Dracut; crossing of bridge, directionally bore under river or exchange flow with Hudson.
- Capacity for Phase I West and construction time line.

Item 3) Phase I West Discussion regarding:

- Final design, will be completed shortly.
- Status of borings.
- Conservation and NOI filing.
- Kinder Morgan Pipeline meeting.
- MassWorks grant application requirements.
- NMCOG supports but cannot help with application because Beverly Woods is part of awarding committee.
- MassWorks goal for this years grant is multiple and affordable housing. Phase I West will meet this goal with Tyngsborough Crossing and Tyngsborough Commons which were outlined in the Housing production Plan, Master Plan.
- MassWorks application requirements, how to file, required attachments, additional attachments ie: letters of support

Motion: BM to authorize the Chairman and Administrator to apply to the MassWorks Infrastructure program and to take any and all steps necessary to adhere to MassWorks regulations and apply for and receive any grant monies awarded.

Second: FP

Motion Carries: 3-0-0

Item 3) Phase I West, continued

Discussion regarding:

- Betterment Regulations methodology. Method I uses existing use and highest and best use for vacant properties. Method II highest and best for all properties Method III uses water usage, in which case data is limited.
- Land use codes, finished building s.f. vs gross s.f.
- Amount to borrow, if boring results come back favorable, construction could be significantly less. Additional borings will be necessary if refusal is found.

Motion: BM to authorize the Chairman to approve up to \$10,000 for additional borings for Phase I West.

Second: FP

Motion Carries: 3-0-0

Motion: BM to approve the Betterment Assessment and Privilege Fee Rules and Regulations revised July 24, 2014 contingent upon approval from Town Counsel.

Second: FP

Motion Carries: 3-0-0

Item 3) Phase I West, continued

Discussion regarding:

- Special Town Meeting necessary to secure vote for SRF borrowing.
- Public Outreach meetings for residential and commercial owners.
- Easements necessary for Phase I West. Town Counsel will have to determine if the Sewer Commission can accept easements or what the procedure is.
- Sycamore Networks, Anthony Petrillo and Dave Guerrero: Looking for an update: discussion regarding subdividing property, privilege fees, may need an estimate of the betterment for the Board of Trustees.

Item 4) Administrator's Report

Reviewed and read into record.

Discussion regarding: Softright. Nina Nazarian (NN), Assistant Town Administrator entered the discussion and indicated that the Sewer Dept was being asked to enter bills as other departments like Police and School do currently. JH indicated that the Sewer Department is unique in that it is the only department required to pay for the services of the Accounting Office like entering the payables. NN said that the request was to increase uniformity of warrants being submitted and reduce the amount of paper. The Administrator said that if that was the case, the Sewer Department could then simply purchase Microsoft Office to be able to go back to using Excel like the balance of the Town departments. Administrator will test entry of payables into Softright to see the impact on daily activities, but disagrees that it will not use additional time to do so or that there would be no subsequent savings of time in the Accounting office.

Item 5) Superintendent's Report

Reviewed and read into record.

Item 6) Correspondence

None

Item 7) Complaints

None

Item 8) New Business

None

Item 9) Old Business

Discussion regarding Dracut and Chelmsford IMAs

Item 10) **Adjournment**

Motion by FP to adjourn at 9:27pm.

2nd: BM

Motion passes 3-0-0